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Executive Registry
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6 JUL 1971

**MEMORANDUM FOR:** Deputy Director for Support  
Chairman, Fine Arts Commission

**SUBJECT :** Fine Arts Commission Actions

1. In connection with the issuance of the Agency Notices on the functions and membership of the Fine Arts Commission (FAC) of CIA, I would like to list below basic considerations which should be followed by the Deputy Director for Support (DD/S) and FAC in matters relating to the FAC mission:

a. The Executive Director some years ago made a decision on the basic interior paint design of the Building. This design should be adhered to. Proposals for exceptions should be the subject of consideration by FAC and its recommendation to the Executive Director. Wherein the FAC view is not agreed to by DD/S or some requesting component, the Executive Director will decide.

b. Offices and public spaces shall be furnished from equipment provided in the Federal catalog. Any exceptions shall be subject to consideration of FAC and its recommendation to the Executive Director.

c. Any basic change in the present furnishings in public areas shall be subject to the consideration of FAC which will submit its recommendation to the Executive Director.

d. In those cases where FAC has been invited to advise an Agency component with regard to the treatment of its space which involves an expenditure of funds, the component shall in the prescribed manner submit its request to the Logistics Services Division (LSD), Office of Logistics. LSD will have the responsibility of informing the component whether its requirement can be satisfied

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through LSD funds or must come from the component's funds. It is the DD/S' responsibility to refer to the Executive Director any major disagreement for his decision. In any event, the approved acquisition of furnishings or adjustments in space will be subject to LSD's scheduling within its established priorities.

2. As of 1 July 1971, the Agency's Environmental Consultant shall be subject to the supervision and direction of the Chairman of FAC. An annual Commission program requirement will be submitted to the DD/S to cover the cost of such consultations together with other planned improvement programs the Commission proposes. The DD/S will, within his budgetary and personnel limitations, provide the Commission with a budget and logistical support as necessary. Detailed plans to satisfy the need of a specific component element of the Agency will be forwarded with appropriate recommendations from the Chairman of FAC to the DD/S for approval or reference to the Executive Director, as appropriate. Upon final approval of such projects, the necessary funding will be provided by the requesting component.



L. K. White  
Executive Director-Comptroller

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